

Let's Go "Cite-Seeing" The Research Process @EMS

Why do we need a process?

Hi & Lois / By GREG and BRIAN WALKER and CHANCE BROWNE



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"I didn't write the report. I printed it directly from the Internet, but I did all of the stapling and collating myself."

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FINDING ACCEPTABLE SOURCES

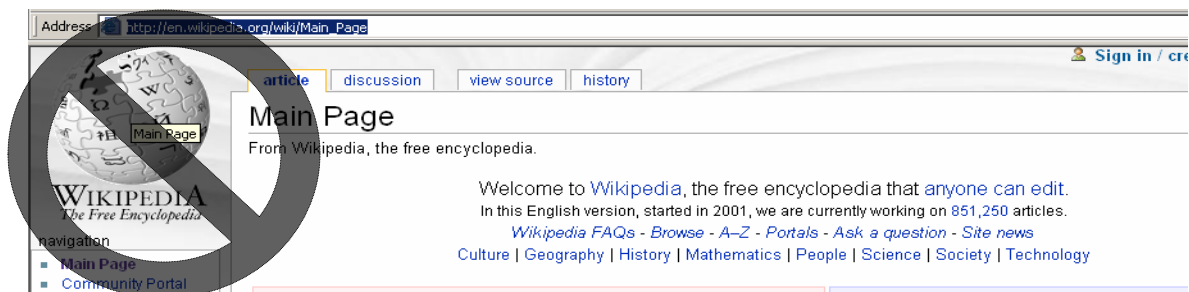
- a. Make sure your research sources are reliable. After all, your grade depends on it.
- b. What do we mean by reliable? Formally published print sources, such as books, have been through many editors and fact-checkers. This makes them reliable, or authoritative.
- c. How do I find books on my topic? Start with the EMS online catalog.
<http://www.ellingtonschools.org/emslibrary> Search for your topic – or books that might include your topic. What if the library doesn't have any books?
- d. No Googling!! Avoid the "free web." Instead, try iConn, encyclopedias, subscription databases all available through the school library website. These sources are paid subscription sites (EMS pays for you to have access) and are excellent resources available online through <http://www.ellingtonpublicschools.org/emslibrary> or <http://www.iconn.org>

Examples:

Modern World History Online Database
iConn - Individual Resources include:
History Reference Center
Student Resource Center
Biography Resource Center – Biographies
Encyclopedia Britannica Online

see Miss Garofalo for usernames and passwords to access these sites outside of school

- e. Why can't I Google if I want to? On the free Internet – anyone can publish anything and make it look official. That doesn't mean the information is real or accurate. Do you know how to tell? For an example try the Republic of Molossia Official Homepage – did you study the country of Molossia in 7th grade?
<http://www.molossia.org/countryeng.html>
Would you buy Dehydrated Water? For sale here <http://www.buydehydratedwater.com/>
Don't you feel safe with the Federal Vampire & Zombie Agency?
<http://www.fvza.org/index.html>
Who was the 8th president? <http://www.nathanielgorham.com/>
- f. What if I find a free web page that looks good and I want to use it? Always apply the 5 W's test. Who put the page up? Why did they put it up? What is the content? Where is the server on which it is stored? When was it last updated?
- g. Wikipedia – What is Wikipedia and why can't I use Wikipedia?



It's time to Research!

TAKING CAREFUL NOTES

All notes must be taken in YOUR OWN WORDS. Copying word for word is **plagiarism**. So is using words (vocabulary) you don't know or use regularly. So is maintaining the same sentence structure as the original source. So is changing some of the words . . .

SCHOOL POLICY: "Plagiarism is defined as the copying of another's work and/or the failure to give credit to a source used in the research process. Ellington Middle School expects that its students will demonstrate academic integrity in all areas and will not plagiarize. When a student has a question about plagiarism, he/she should ask a staff member for clarification. If a student is caught plagiarizing, he/she will face serious consequences which may include a zero on the assignment, detention(s), and or suspension."

Tips for good NOTETAKING:

- a. Read the entire paragraph/article before you begin taking notes.
- b. At the top of the page or notecard – write down your source info. At the very least, the book title. You will need to know which source each fact came from!
- c. **Take your notes in a list form: not in complete sentences**. That way, when you go to write your sentences, you won't be copying sentence structure.
- d. Guideline: More than **3 words in a row** from original source without quotation marks is **plagiarism**.
- e. If you need to keep a phrase or sentence – place quotation marks around it. Do this during the notes stage.
- f. As you take your notes – change any words you don't know to ones you do.
- g. **Note the page number and source** from where you took your notes. (This step is especially crucial for parenthetical citation later.)

PARAPHRASING EXAMPLE:

“World War II (era), 1928-1945” (Discovering Collection)

Excerpt from original: “Indeed, less than a year after the Munich Conference, Germany took possession of the rest of Czechoslovakia, and Great Britain and France were forced to admit that appeasement had been an utter failure. They somberly began to prepare for war” (World).

Unacceptable Paraphrase: Less than a year after the Munich Conference, Germany grabbed the remainder of Czechoslovakia, and Great Britain and France had to declare that trying to cooperate had been a complete disaster. They sadly got ready for war.

Acceptable Paraphrase: The British and the French finally decided that they had to go to war against Germany within a year of the Munich Conference which they had hoped would prevent this. However, even though they had tried to pacify Germany as an aggressor, the war soon affected them directly (World).

ANOTHER PARAPHRASING EXAMPLE:

The **skateboard** evolved from the scooter, a popular sidewalk toy of the 1950s. The scooter was constructed from an orange crate, a two-by-four board, wooden steering handles, and rollerskate wheels. California surfers reduced these four pieces to two elements--the board and the wheels--so that they could sidewalk surf when the weather did not permit normal surfing.

Skateboarding stayed popular into the 1960s. But enthusiasm waned when people realized that the **skateboard**'s wheels--made of steel, clay, and rubber--wore out fast, snagged easily, and permitted few stunts. Then Frank Nasworthy introduced a new type of wheel made of durable urethane (a plastic). He realized his new wheels were poor for skates but excellent for skateboards. On asphalt (street) or concrete (sidewalk) surfaces, these wheels offered much better traction (gripping ability) and maneuverability (steering ability). (Compton's Encyclopedia)

Taking Notes

Skateboard

Originally scooter

Surfers (California)

Creates skateboard from scooters

“sidewalk surf”

stopped being popular

but then

frank nasworthy – came up with plastic wheels that would last

and give a better ride so that a person could do more tricks

Paraphrase

The skateboard, which was originally the scooter, was created by surfers in California who wanted to be able to surf on surfaces other than water. Skateboards were popular for a while, but they stopped being popular because of the wheels didn't last long. Then, Frank Nasworthy came up with plastic wheels that lasted longer and gave the rider more ability to do tricks. Suddenly, skateboarding was popular again (Skateboard).

CREATING A PROPERLY FORMATTED WORKS CITED LIST

- a. You must "cite," in list form, all of the works you took information from and/or images for your paper/project.
- b. You can do this by using the "MLA" format followed by all of Ellington's Schools.
- c. Use the list of models to put your information for each source in the right order.
- d. Then, when you add your citation for each work to a list, make sure you follow all the formatting rules - See a model!!!

SEE MODEL SHEET "MLA Works Cited Models"

Works Cited CHECKLIST

- Works Cited heading should be centered one inch from the top, with the W and the C capitalized. Do not underline, bold, or place in all caps or quotation marks. Citations begin directly after one space is skipped. Heading should be same size as entries – typically Times New Roman 12 pt.
- Arrange entries in ALPHABETICAL order.
- NEVER number the works cited entries.
- Double-space ENTIRE LIST.
- Indent (and double space) SECOND line of text and all ADDITIONAL lines in the same entry.
- Watch the periods! All entries should have periods at the end.

For help with this process look at the models, ask a teacher, ask Miss Garofalo, or use an online resource such as [EasyBib](#) or [NoodleTools](#) (link available on the library web site under Research/Works Cited).

Your final works cited should look like this:

Works Cited

"American Civil War." *Compton's by Britannica*. Encyclopædia Britannica Online School Edition, 2007. Web. 26 Mar. 2007

The Civil War Society. *The American Civil War: a Multicultural Encyclopedia*. Vol. 5. Danbury: Grolier Educational Corporation, 1994. Print.

Corrigan, Jim. *The Civil War in the West*. Broomall, PA: Mason Crest Publishers, 2003. Print.

(more examples at the end of this packet)

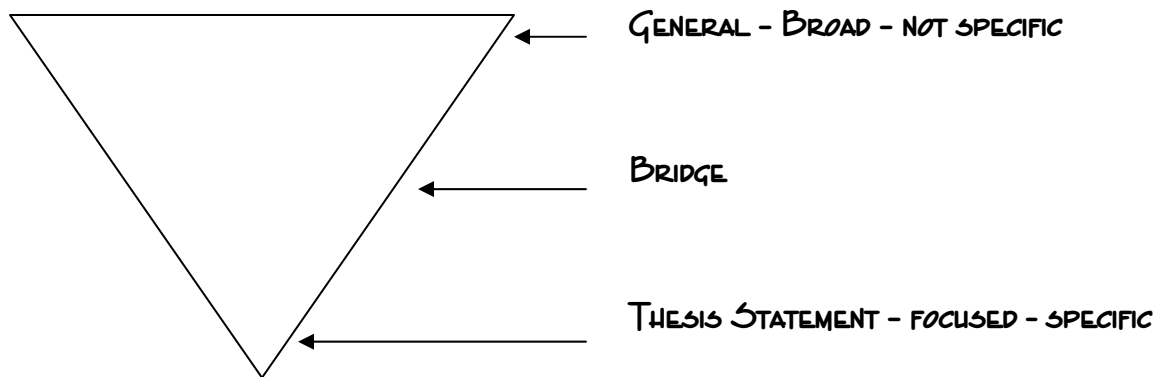
WRITING THE INTRODUCTION and THESIS STATEMENT

The 3-Sentence Strategy:

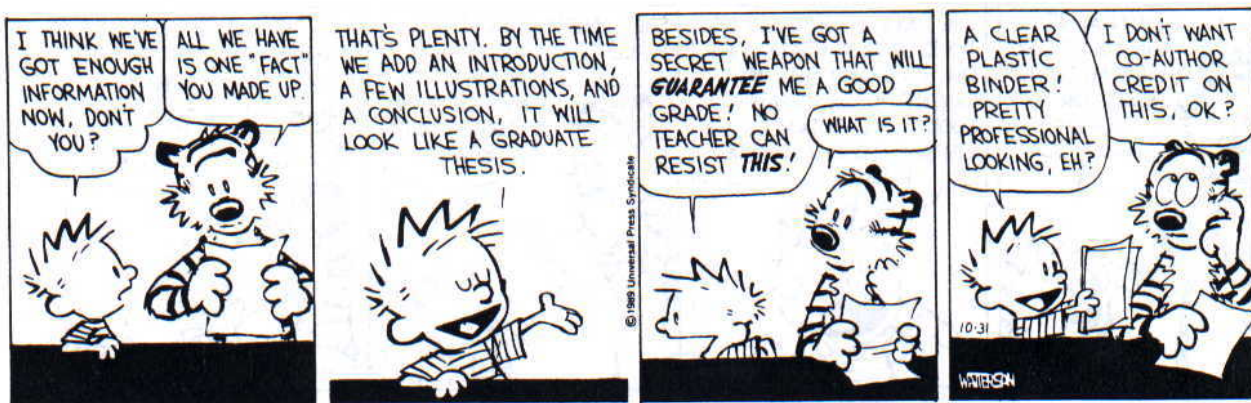
1st Sentence – Very General – Background Info on the Paper – Sets the Stage

2nd Sentence – Bridge between general sentence and thesis statement

3rd Sentence – Thesis Statement – states the purpose of your paper – what are you trying to show? What information will you present to show it? Think Triumph vs. Tragedy + your specific topic. Was it or wasn't it?



Sample: World War II is mostly known for its disturbing events: the Holocaust and the dropping of the Atomic Bomb. During this time period mostly know for tragedy, there were also triumphs, great and small. One triumph of the human spirit is the story of Oskar Schindler, a Nazi who saved the lives of more than 1100 Jews.



Source: CALVIN AND HOBBS © 1989 Watterson. Dist. by UNIVERSAL PRESS SYNDICATE. Reprinted with permission. All rights reserved.

By the way – no illustrations or fancy binders are allowed. Text should be 12-pt Times New Roman and paper should be stapled in the upper left-hand corner (or paper-clipped depending on your teacher.)

PARENTHETICAL CITATION

- a. Use **PARENTHETICAL CITATION** in the body of any written research to give credit to the source. Any time you do research you are doing so to gather **information that is new to you**. Someone worked hard to do this already and you **MUST** give him/her/them credit.
- b. **PARENTHETICAL CITATIONS** identify sources in parentheses placed as close as possible to the borrowed words or ideas. Just enough information is given to refer the reader to the source in the **Works Cited** list. Usually this information consists only of an author's last name and the page number from which the material is taken (Smith 22).
- c. Place author's last name and page number inside the parentheses (McNeice 34). If the author's name, McNeice, is mentioned nearby in the text of the paper (same paragraph), the name is not necessary (22).
- d. When no author is given for a source in the works cited list, use the first word of the **Works Cited** citation for that source. (This word should never be A, An or The).
- e. If there is no page number, such as for a web page, don't put anything (McNeice).
- f. When creating a parenthetical citation do not use internal PUNCTUATION (NO COMMA!!!) BETWEEN THE AUTHOR'S NAME AND THE PAGE NUMBER, ONLY A SPACE!!!!!!!!!!!!
- g. Notice, also, that the words page or pages or their abbreviations (pg./ pgs.) do not appear within the parentheses.
- h. Place the citation as close as possible to the quotation or ideas. Usually, the parenthetical citation is placed at the end of a sentence, **BEFORE THE PUNCTUATION**. If the material is quoted, close the quotation marks, insert the parenthetical citation, and then place the closing punctuation mark.



MODELS, GUIDE SHEETS, AND HELP

- a. At the Virtual Library
<http://www.ellingtonpublicschools.org/emslibrary/research.htm>

Models Available: Research Paper, Notes, Works Cited List, Outline

Printouts: Works Cited Formatting, Parenthetical Citations, etc.

- b. Miss Garofalo is a living, breathing source of help. You can even email me at lgarofalo@ellingtonschools.net When in doubt – ASK!!!!
- c. Your LA teacher

Ellington Middle School

PLAGIARISM STATEMENT

I understand that copying word for word (more than 3 words in a row) and/or keeping the same sentence structure as the original source is plagiarism, even if I use parenthetical citation.

I understand how not to plagiarize. I will paraphrase, write my own sentences, and use quotation marks when I want to keep the same words as the source. I will use parenthetical citation for every fact I take from a source.

I have read the student handbook and know the penalty for plagiarizing.

Signature

Date

Parent Signature

Date